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DIARY NOTES

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[REDACTED] *TH*

29 January 1963

1. At the Executive Committee Meeting this morning:

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a. Mr. Kirkpatrick announced that Sherman Kent's review of the [REDACTED] book is available for those who wish to obtain it.

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c. I announced that Art Lundahl had been selected to receive the National Civil Service League Award in March.

d. The luncheon and briefing for the Civil Service Commissioners has been rescheduled for 25 February.

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2. I briefed [REDACTED] and Mr. Kirkpatrick on Bill Crockett's favorable attitude toward [REDACTED] for us as well as his willingness to sort out administrative problems generally.

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3. [REDACTED] advised me that Mr. Kirkpatrick had been in touch with him about the visit of the National War College class to the Agency on 18 April. Among other things, they want to arrange for them to eat as a group in the north cafeteria and to have an exhibit of the various types of intelligence reports, TSD gadgets, caching equipment, etc. I told Bill that, if we were going to have them visit us, we ought to put on a good show and asked him to let me know if I could help in any way.

4. I lunched with Shef Edwards; [REDACTED] of 25X1A the AF Division; and Colonel Ralph Ravenburg, the Director of Security of the Defense Intelligence Agency.

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5. [REDACTED] telephoned to say that Major General Lewis V. Hightower, of the Class of '31, was in town and would be here until 3 February. General Hightower was [REDACTED] I was very 25X1A friendly and cooperative with us. His next station will be Fort Monroe. (He can be reached by calling Mrs. Crosby, SO 8-8832.)

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6. I met with Emmett Echols, [REDACTED] Colonel Edwards, and others to discuss again the processing of retirement information to the Civil Service Commission. While I do not regard the present situation as satisfactory, we are improving as indicated by the following: During the period 1 January-30 June 1962 only 16 per cent of our cases reached the Commission in less than sixty days, during the period 1 July-31 December 1962 it was 54 per cent, and during the month of January 1963 it was 65 per cent. Mr. [REDACTED] pointed out that if every-  
thing worked routinely the Agency could not forward the retirement records to the Civil Service Commission until between one and three weeks after an employee's last pay check is issued if he is paid through the Fiscal Division and between three and five weeks if he is paid through the Finance Division. I said that I didn't think we would have any problems if the retirement papers were always processed within these norms. I requested monthly reports on our performance in the future and emphasized to everyone concerned that this problem must be solved. At the end of this meeting Mr. [REDACTED] reported  
a new development which might soon be of interest to us--the Comptroller General has ruled that personnel required to work long hours at night are not only eligible for overtime compensation but for night differential as well. They will investigate this further to see what problems this may pose for the Agency.

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7. At Mr. Kirkpatrick's request I telephoned Mr. Sutton Jett, Deputy Director of the National Park Service, to recommend that when snow and ice conditions exist on the George Washington Memorial Parkway the speed limit be reduced to 35 miles per hour. I volunteered our assistance in placing warning signs outside our gates when the reduced speed limit is in effect. Mr. Jett said he certainly appreciated this suggestion, thought it was a good one, and would let us know if they should need our assistance in the placing of signs, etc.

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8. [REDACTED] telephoned about the \$5,000 line item in the Congressional budget for fire protection [REDACTED] I told him that I would prefer to show this merely as fire protection without identifying the recipient of the cash. (After all, we might want to spend some of the money in some other way.)

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9. I advised [REDACTED] of the Office of Training, that I had talked to Emmett Echols about the possibility of [REDACTED] serving a tour of duty in the Management Training faculty. Emmett thought that Hank's return to duty in any capacity was very indefinite and uncertain. Bob also reported that he had heard from Don [REDACTED] who will be available to participate in the eight-day Management Training Course we are planning to begin on 6 June.

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10. I talked with [REDACTED] about the renovation of Building No. [REDACTED] 25X1A  
[REDACTED] for VIP quarters. (He and I will go down and look it over as soon  
as it is ready.)

11. Shef Edwards telephoned me about the case of [REDACTED] and said 25X1A  
that he thought it was primarily a case for the chain of command although it  
did have security overtones. I telephoned [REDACTED] and told him that, 25X1A  
if he did not know about this case, he should interest himself in it because it  
does have potential problems if it is not properly handled.

LKW:jas

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